**1st-3rd Grade Skyward Data Entry (2016-2017) To enter data in Skyward follow these steps:**

1. Go to **My Grade Book**
2. Then click **Other Access**
3. Then click **Test Scores**

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| **Subject Area** | **Data Entry** | **Date Due in Skyward** |
| ELA | **Instructional F & P level**  Highest level your student is currently reading at. (using F&P, Running Record, or Comp. Check)  You must enter **Accuracy, Rate, & Comp** in the F&P test fields | **For September 25th only–** Where are they now? (updated levels **or** if no change, the level you received them at)  **Every other month enter current Instructional Oct. 25th - May 25th** |
| ELA | **High Frequency Sight Words**   1. **Please use district protocol!** 2. **Keep originals or put a copy of assessment in F&P folder.**   1st grade enter out of **150 words**  2nd grade enter out of **300 words**  3rd grade enter out of **500 words** | **October 25th**  **January 25th**  **May 25th** |
| ELA | **DSA Feature**  Please designate the **feature** the student is working on at that time. **Just the letter.** | **October 25th**  **January 25th**  **May 25th** |
| ELA | **Post on-demand writing ass.** | At the end of the Unit of study |
| Math | **Rocket Math**  (under test scores) | **Dec. 1st** End of 1st Trimester  **March 10th** End of 2nd Trimester  **June 12th** End of 3rd Trimester |
| Math | **All EDM Unit Tests,**  **Mid-Year and End of Year Tests** | **By the 25th of every month.** **EDM Unit Test Scores**--**put the *percentages*** |